

**SPILL PREVENTION, CONTROL, AND COUNTERMEASURES  
BEST MANAGEMENT PLAN**

**N O A A**

**NATIONAL WEATHER SERVICE**

**Norman Weather Forecast Office  
1200 Westheimer Drive  
University of Oklahoma Westheimer Airpark  
Norman, Oklahoma 73069**

Designated Person Responsible for Spill Prevention (DRO):

Printed Name: Jeff Williams

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Telephone: (405) 366-6576

The Regional Environmental Compliance Officer (RECO) has reviewed the facility and determined that an SPCC Plan is not required per 40 CFR 112. This Plan is developed strictly as a Best Management Plan. The determination is based on:

- X   The facility does not exceed capacity.  
      The facility meets capacity requirements but, a discharge will not reach navigable waterways.

RECO Printed Name: Mark George

RECO Signature: \_\_\_\_\_

Date: \_\_\_\_\_

April 16, 2003

Norman, OK

## **PART I - GENERAL INFORMATION**

### **A. GENERAL**

This section of the Best Management Plan provides general information about the facility.

**1. Name:**

National Weather Service (NWS) Weather Forecast Office (WFO)

**2. Date of Initial Operation:**

February 1987

**3. Location:**

Street: 1200 Westheimer Drive  
University of Oklahoma Westheimer Airpark  
City: Norman  
State/Zip Code: Oklahoma 73069

**4. Name and phone number of owner (Point of Contact)**

Jeff Williams  
Electronic Systems Analyst  
(405) 366-6576

**5. Facility Contacts**

Terry Brisbin  
NWS Southern Region Environmental/Safety Coordinator  
(817) 978-7777, Ext. 139

### **B. SITE DESCRIPTION AND OPERATIONS**

The National Weather Service (NWS) Weather Forecast Office (WFO) is located in Norman, Oklahoma, in the southeastern portion of the University of Oklahoma Westheimer Airpark. The mission of the WFO is to forecast weather and issue severe weather warnings.

Emergency backup power is provided to the facility by a diesel-powered electric generator, typically needed during weather-related power outages. The generator also is automatically operated by a timer at prescribed intervals to ensure it is working properly. Approximately 80 gallons per month of fuel are used on average.

The No. 2 diesel fuel that powers the generator is stored in a 2,000-gallon underground storage tank (UST) and 25-gallon day tank. Fuel is pumped on demand from the UST to the day tank, which feeds the generator. The emergency generator and a steel day tank are housed in an enclosed room within the WFO building. The cylindrical, horizontal UST is located immediately southwest of the generator room. The WFO building is constructed of masonry with a reinforced concrete slab foundation.

The UST is an Owens-Corning Model D-6, fiberglass tank and was installed in 1987. The UST is equipped with a 4-inch-diameter fill spout and locking cap surrounded by a closed-end spill box with a round steel cover. An automatic shutoff valve in the fill spout engages when the tank reaches 95 percent capacity. The UST vents through a primary vent line. The UST is connected to the day tank and generator by steel piping that is cathodically protected. Potential overflow from the day tank is directed back to the UST by a gravity overflow line. The UST is equipped with an electronic liquid-level sensor that can be monitored from inside the WFO. Security lighting is located in the area of the UST.

Drainage from the area of the UST flows to the south along a drainage ditch to an earthen retention pond, approximately 300 feet from the UST. The retention pond drains to a drainage ditch that flows west approximately 0.5 miles to an unnamed stream that flows north to south along the western portion of the airport. The unnamed stream discharges to the Canadian River approximately 3.5 miles from the WFO.

The facility should maintain spill kit materials such as absorbent pads and mats sufficient to prevent a spill from reaching a nearby water body, and a disposal container. Currently, the facility maintains a spill kit in the generator room that includes absorbent pads and socks that can be used to divert a small spill. The kit materials are stored in a disposal container.

## **PART II - OPERATIONAL PROCEDURES FOR SPILL PREVENTION AND CONTROL**

### **1. Fuel Unloading**

The loading area for the fuel tank truck is the adjacent asphalt parking area. The fueling trucks typically fill the UST at a rate of about 40 gallons per minute.

- a. Appendix A includes a Tank Ullage and Fueling Log (Appendix A-1) that should be used when fuel is delivered; and
- b. Fuel Unloading Procedure Checklist (Appendix A-2) that includes a list of procedures that should be implemented when fuel is delivered.

### **2. Inspections and Records**

Inspection and Maintenance of Tanks: The UST and generator day tank should be inspected weekly for any oil outside the tanks, especially at seams (including the underside). The outside of any exposed piping should be inspected weekly, especially at the joints such as gasket fittings. Monthly and annual inspections should follow the checklists presented in Appendix B.

Record Keeping: The designated person responsible for spill prevention or alternate representative is responsible for completing the ullage logs and documenting fuel unloading procedures. These records, as well as records of all inspections, should be maintained for at least 5 years from the time of inspection.

## **PART III - SPILL COUNTERMEASURES AND REPORTING**

### **A. SPILL COUNTERMEASURES**

This section presents countermeasures to contain, clean up, and mitigate the effects of an oil spill that impacts navigable waters or adjacent shorelines.

A spill containment and cleanup activity will never take precedence over the safety of personnel. No countermeasures will be undertaken until conditions are safe for workers. The **SWIMS** procedure should be implemented as countermeasures as follows:

- S** - Stop the leak and eliminate ignition sources.
  - a. Attempt to seal or some how stop leak if it can be done safely.
  - b. Attempt to divert flow away from the drainage ditch with a spill barrier or the contents of spill kit. The spill kit is located in the generator building.
  - c. Eliminate all ignition sources in the immediate area.
- W** - Warn others.
  - a. Yell out "SPILL." Inform the person in-charge at your facility.
  - b. Account for all personnel and ensure their safety.
  - c. Notify contacts and emergency response contractor as described in the following section for assistance in control and cleanup.
- I** - Isolate the area.
  - a. Rope off the area.
- M** - Minimize your exposure. Stay upwind.
- S** - Stand by to assist the emergency response contractor, if necessary.

### **B. SPILL REPORTING**

#### **1. General Notification Procedures for All Spills**

Within 24 hours, the responsible person or designee (DRO on this plan title page) is directly charged with reporting all oil spills that result from facility operations as follows

- a. In the event of an emergency (for example, fire or injury), call **9-1-1** (if "9" is required to obtain an outside telephone line, it may be necessary to dial **9-9-1-1**).
- b. Notify the following NWS and NOAA regional and headquarters personnel.
  - Mike Jacob, (301) 713-1838 Ext. 165, [JMichael.Jacob@noaa.gov](mailto:JMichael.Jacob@noaa.gov), NWS Environmental Compliance Officer
  - Olga Kebis, (301) 713-1838 Ext. 173, [Olga.Kebis@noaa.gov](mailto:Olga.Kebis@noaa.gov), NWS Safety Officer
  - Terry Brisbin, (817) 978-7777, Ext. 139, [Terry.Brisbin@noaa.gov](mailto:Terry.Brisbin@noaa.gov), NWS Southern Region Environmental/Safety Coordinator
  - Mark George, (303) 497-3064, [Mark.George@noaa.gov](mailto:Mark.George@noaa.gov), NOAA Mountain Regional Environmental Compliance Officer
- c. The RECO shall determine if Federal or state notification is required and follow up

accordingly.

## **2. Cleanup Contractor Notification**

An emergency response contractor should also be notified to assist with the clean up, if necessary. NWS has identified the following contractor that is available for an emergency response:

<u>Contractor</u>	<u>Phone Number</u>
Environmental Remediation Specialists Oklahoma City, Oklahoma	(405) 235-9999

## **3. Spill Report**

The form in Appendix C should be used to complete a spill report. This form should be sent, preferably by e-mail, to the NOAA representatives listed above.

## **C. Training**

The designated person responsible for spill prevention and an alternate should be trained on the fuel unloading procedure and inspection requirement. Additionally, these persons should be trained in spill countermeasures. The alternate should be designated in case the primary person is off site at the time of a spill.

Training should be conducted once annually.